



APPROVED

KITTERY PORT AUTHORITY

April 3, 2014 Meeting Minutes
Council Chambers, Town Hall

Members Present: Barry Bush, Vice Chairman, Ray Grenier, Kelly Philbrook, Tom Smith, Dan Arbo (6:20)

Members Absent: Bob Melanson, Steve Lawrence

Staff: Harbormaster Mike Blake

The meeting of April 3, 2014 was called to order at 6:00 p.m.

1. Pledge of Allegiance
2. Minutes
Ms. Philbrook moved to approve the minutes of March 2014 as submitted
Mr. Grenier seconded
Motion carried by all members present
3. Public Segment
Milton Hall: Spoke about the need for the Town of Kittery to apply for permits, not the Port Authority. He presented minutes from 1992 with handwritten note regarding the same, and provided for the record (Attached).
No further public comment
4. Harbor Master Report& Expense/Income YTD
 - No income/expense report available.
 - Assistant Harbormasters Paul Bourque and Allen Breton attended the annual Harbormaster training at the Maine Maritime Academy.
 - Ten new No Wake buoys are almost ready for placement this spring.
 - The Town of Eliot has decided not to move forward with the sharing of Harbormaster duties along with Kittery
 - The Bellamy Lane project is due to be completed on April 11.
 - Floats are scheduled to go in on May 14, as there is a high tide around 11:30 am
 - Wrote report to Council regarding the replacement of the Pepperrell Cove holding tank which services the Harbormaster shack, and Council will vote Monday evening to approve the work.
 - The FY 2014-15 draft operating budget has been submitted to the Town Manager. The total increase had to be kept to no more than one and a half per cent.
 - The Capital Improvement Plan budget is also being worked on. There is another meeting on the April 8.
 - The *kitteryharbormaster.com* web page has been operating for approximately one month, and we have had positive comments as the place to go for information. I hope to continue to improve on the content and timeliness of news items to post.
 - Riparian Mooring Applications
 - Donna Ruddy, 15 Bowen, Map 17 Lot 4;
Ms. Philbrook moved to approve the application for a riparian mooring located in front of the house.
Mr. Smith seconded
Motion carried by all members present

- Matthew Williams, 356 Haley Road, Map 33 Lot 17

Ms. Philbrook moved to approve the application for a riparian mooring located in front of house or location to be determined by Harbormaster

Mr. Grenier seconded

Motion carried by all members present

5. Marinas Piers & Floats

- Conduct Public Hearing KPA Traip Boat Launch- Replacement of three Floats with three 8 x 20 floats and reconfiguration of Float Alignment. Harbormaster will present.

Mr. Blake noted all federal permits have been received and paperwork has been signed by the Town Manager for the Town of Kittery. Awaiting approval by the KPA to prepare proposals for bid.

Milton Hall summarized the history of the Traip ramp, installation of floats and lights (1998), parking for ramp users (2002). In 2003 it was noted money came from a recreational grant, so the float should not be used by commercial fishermen.

The Harbormaster noted Council has approved \$10,000 from the CIP, with the SHIP grant providing \$10,000.

Mr. Grenier moved to approve the Traip Boat Launch design as submitted.

Mr. Smith seconded

Motion carried by all members present

Mr. Grenier moved to direct the Harbormaster to prepare proposals for bids for the Traip Boat Launch design

Mr. Smith seconded

Motion carried by all members present

- Thomas Ellis, 144 Whipple Rd, Map 10 Lot 3 proposes to construct a 6 x 45 pier with associated gangway and float system. The agent for the Applicant is Zachary Taylor of Riverside Pickering Marine. Review, schedule site walk and Public Hearing.
Not discussed. Applicant/agent not present.

6. Projects

- Pepperrell Pier Project Status- Bellamy Lane will open by April 11 for access to the waterfront. When the project is complete, the entire lane will be repaved. Cable, electrical, etc. will not be installed until later, and the septic system has to be resolved. Ms. Philbrook asked about retaining the ramp for the fishermen. The grant funds expended for the existing pier required that it be used and maintained by the Town for 20 years as a working waterfront facility, and removing the ramp will make it unusable by the fishermen. How did the state and the town allow this to happen? Mr. Bush stated the way the project has been designed, the ramp could not remain. The fishermen can use the Frisbee pier. Ms. Philbrook noted the Frisbee pier cannot be restricted for commercial use.
- Wave Attenuation Project. Grant has been approved. Start will be in 2016 if funds are released.
- Budget/CIP 2015 - Need KPA input for consideration of requests.
- Shore and Harbor Plan Status- Peter Walsh
Workshop will be held on Wednesday, April 9. The plan will then be submitted to the Planning Board who forwards to Council for adoption.

7. New & Old Business

- Isles of Shoals Moorings - Tom Smith

The harbor is an FNP and equal access is required. He suggested changes to the Rules and Regulations, and open the area for moorings. These changes to the Rules and Regulations will be discussed at the May meeting and a public hearing scheduled in June. Mr. Blake explained this will benefit recreational boaters as well as commercial fishermen who will work together to place the moorings in locations that meet the needs and safety. Discussion followed regarding whether the area is a part of a Federal Navigation Project. This will be confirmed, but if it is not a FNP the KPA and the Town can regulate the area as they choose.

- Boat Survey- Mike Blake

A survey and sea trial of the Sea Pro was held on March 27. The asking price is \$22,500. Comparables range from \$20,000 to \$33,900 for boats located from New Jersey to Florida. The average cost is \$27,900. Surveyor found some minor issues and though it would make a good boat for Harbormaster use. Compression is good; butane stove will be removed; Raytheon radar and Garmin GPS included; trailer included. Ms. Philbrook thought it was more boat than needed, now that Eliot will not be contributing, and suggested a full membership is needed to decide to purchase.

Mr. Smith moved the Town Council disburse allocated funds from the CIP to buy and outfit to USCG and Harbormaster specifications, the Sea Pro 235WA boat with 225 horse Yamaha outboard engine that the Harbormaster has sea trialed and surveyed to replace the old Eastern boat, and put the Eastern up for sale as soon as replacement is ready.

Mr. Grenier seconded

Ms. Philbrook asked what the cost would be to take care of the 18 recommendations.

Mr. Grenier listed the recommendations and noted the expenses for the recommended changes would be minor. A copy of the compression test would be useful.

It was suggested that a special meeting of the KPA could be scheduled so all members could be present to further discuss.

Mr. Smith moved to withdraw his motion

Mr. Grenier seconded

Motion carried 4 in favor, 1 against (Tom Smith)

Members agreed to hold a special meeting of the KPA on April 17 to decide on the purchase of the boat.

- Shared Dumpster No longer an option.
- Pump Out Project - An ordinance change is needed to remove and replace the existing tight tank at the Frisbee pier.

8. Adjourn

Ms. Philbrook moved to adjourn

Mr. Grenier seconded

Motion carried unanimously by all members present

The Kittery Port Authority meeting of April 3, 2014 adjourned at 7:28 p.m.
Submitted by Jan Fisk, April 9, 2014

ATTACHMENT

June 4, 1992
Page #2

APA Minutes

Port Authority
Council Chamber

#35

CRAIG WILSON MOVED APPROVAL OF THE APPLICATION FOR PRIVATE PIER AND FLOAT IN THE NAMES OF MARY R. SATTERTHWAITE AND SUSAN M. COFFEY AT 32 NEWSON AVENUE, KITTERY, ME. AS SPECIFIED IN THE APPLICATION OF THE DEP, DATED 5/7/92 APPLIED FOR THE APPLICANTS BY WATER WINGS, INC., AGENT SARAH NEWICK, SECONDED BY AL ST.HILAIRE. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSES.

2. Application for private dock by Thomas Bickford, 77 Chauncey Creek Rd., Kittery Point, Me.

CRAIG WILSON MOVED APPROVAL OF THE APPLICATION FOR PRIVATE DOCK BY THOMAS BICKFORD, 77 CHAUNCEY CREEK RD., KITTERY POINT, ME., AS PER THE APPLICATION TO THE DEP, DATED APRIL 15, 1992 AND APPROVED, SECONDED BY AL ST.HILAIRE. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSES.

5. PUBLIC SEGMENT

Sarah Newick said that she had a client who bought a piece of property at 56 Chauncey Creek who would like to build a short pier and float on that lot. She described the property. Craig Wilson said that if it was in line with what is there, he would not think that there would be a problem. The Chair said that he would not see any problem with it, but the Port Authority would need to look at the drawings when it was presented for approval.

Sarah Newick asked what the procedure would be to get onto the waiting list for moorings. The Harbormaster said that they would need to come into the Town Hall and put in an application.

Fred Andrews spoke about an action which was taken by the Port Authority on September 14, 1984, which would have removed a mooring near one of Mr. Andrews' moorings. He said that that mooring has not been moved, yet. There was Board discussion concerning the placement of moorings in that area.

The Harbormaster explained that the owner of the mooring in question has not used it in a few years and does not plan to use it or register it, so it is considered abandoned. The Board agreed that the mooring should be moved and the situation takes care of itself.

6. UPDATE ON SEWER SYSTEM AT KITTERY POINT WHARF

The permit has not been received back from the State, but it has been 14 days since it was sent. The Harbormaster recommended, per the Town Manager, that they wait until the physical permit is in hand. There was Board discussion of whether or not to wait.

CRAIG WILSON MOVED TO AUTHORIZE FRANK FRISBEE TO CALL RAY GROVER AND BEGIN WORK ON THE SEPTIC SYSTEM AT THE WHARF, SECONDED BY AL ST.HILAIRE. ROLL CALL VOTE WAS TAKEN WITH ALL VOTING IN FAVOR. MOTION PASSES.

7. UPDATE ON ELECTRICAL WIRING AT KITTERY POINT WHARF

Class see me about the mooring of Kittery Point, not the Port Authority, thank you